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A JOB WITH THE FOREST SERVICE

Information about Permanent
and Temporary Jobs with the
U. S. Forest Service.



The Forest Service receives thousands of inquiries yearly asking about the work of the Service and the chances of getting a job. This leaflet tells about employment possibilities in the Forest Service.

U. S. DEPARTMENT OF AGRICULTURE
U. S. FOREST SERVICE
WASHINGTON 25, D. C.

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WHAT EMPLOYMENT OPPORTUNITIES ARE OFFERED BY THE FOREST SERVICE?

1. Career service as professional foresters.
2. Clerical and administrative.
3. Seasonal and temporary.

DOES THE FOREST SERVICE EXPECT TO HAVE A LARGE NUMBER OF POSITIONS AVAILABLE?

No. About 100 recruits are needed annually to fill Junior Professional positions such as Junior Forester, and a few Junior Civil Engineers. In addition, some technically trained foresters who have had practical experience are recruited from Sub-professional Civil Service Registers for sub-professional positions, such as fire prevention aids, timber cruisers and estimators, scalers, members of range survey parties, etc. Such appointments usually do not exceed 60 to 75 each year. Seasonal employment, varying from 3 to 6 months, is available for several thousand men who are needed as laborers on forest-tree disease and insect control, brush disposal, fire control, road and trail construction and maintenance, and other improvement projects, and as foremen of such workers. These temporary employees are recruited principally from among local residents and forestry school students.

DO FOREST SERVICE POSITIONS REQUIRE COLLEGE TRAINING?

Permanent career positions in the Forest Service are of two general kinds:

1. Administrative and Research positions - largely field work.
The national forests are administered by district rangers, forest supervisors and staff, regional foresters and staff. Professional training is required for all these positions.

The Forest and Range Experiment Stations, and the Forest Products Laboratory, are also staffed by professionally trained men.

There are sub-professional positions on the national forests and to a much lesser extent in the research organization. Employees in these jobs do not need college training but they must be skilled workers or experienced in the field for which they are employed. Very few ever advance to high positions unless they supplement their experience on the job with college training.

2. Clerical and other office positions.

Each major Forest Service office has a clerical staff to perform the business functions of the organization. There is an administrative assistant or chief clerk in each business office, assisted as necessary by typists, auditors stenographers, accountants, mail and file clerks property clerks, etc. Many women are

employed for this type of work. The administrative assistant on each National Forest and in each Experiment Station is usually a man with field work experience. A business school education is required for most of these office and clerical positions.

DOES THE FOREST SERVICE EMPLOY WOMEN?

A majority of the office workers are women, usually typists and stenographers. Because of the nature and conditions of field work, women are not employed for such positions.

The opportunities for women to advance beyond the position of secretary are limited. A few professionally trained women are employed as botanists, statisticians, etc. However, the opportunities for assignment to such specialized positions are negligible.

Women are occasionally employed as forest fire lookouts, but they are ordinarily recruited from local residents who are familiar with the country under observation.

The field work of the Forest Service is a man's job because of the physical requirements, the arduous nature of the work, and the work environment.

ARE FOREST SERVICE POSITIONS FILLED FROM CIVIL SERVICE REGISTERS - THAT IS, DO YOU HAVE TO TAKE A CIVIL SERVICE EXAMINATION TO BE ELIGIBLE?

All permanent positions in the Forest Service are filled by appointment from a list of eligibles furnished by the Civil Service Commission. Eligible lists are established as a result of competitive examination, the candidate with the highest grade being at the top. Appointment is made from one of the three highest names on the list.

Competitive Civil Service examinations are held for all positions in the Forest Service. Whenever an examination is scheduled, the Civil Service Commission issues an announcement that is published in local newspapers and posted on bulletin boards in First and Second Class post-offices. Information about examinations may also be obtained from any office of the Civil Service Commission. Each announcement specifies education or experience qualifications required for admittance to the examination. Read these announcements carefully. If you do not have the specified experience or training qualifications, do not waste your time by applying.

Some temporary positions, such as laborers, may be filled without reference to Civil Service procedure. However, these positions are of short duration, usually less than 120 days. The provisions of Civil Service, such as retirement benefits or permanent tenure, are not provided for temporary employees who are hired directly without taking a competitive

test. However, such employees receive Social Security benefits.

HOW ARE MOST FOREST RANGER POSITIONS FILLED?

The district ranger is a key man in the Forest Service. His district varies from 50,000 to 350,000 acres and he has the responsibility for planning and directing all the work on it. He reports to the forest supervisor, who is in charge of a national forest consisting of from four to ten ranger districts.

Management of all the resources - timber, forage, wildlife, water and recreation - is involved. The position is classified in the professional service. Accordingly, only technically trained men are eligible for these jobs.

Technically trained men are appointed from the Junior Agricultural Assistant Civil Service register. After appointment, they usually serve as assistants to district rangers, research scientists, or as staff assistants. After a period of 5 to 8 years they may become eligible for promotion to the position of district ranger, as vacancies occur.

OF WHAT VALUE IS MILITARY PREFERENCE IN SECURING A POSITION WITH THE FOREST SERVICE?

Veterans are entitled by law to preference for appointment.

To become eligible for a permanent federal government position, veterans must take a competitive examination, the same as any other applicant for a government job. However, veterans who establish proof of service in the Armed Forces and who have an honorable discharge are given 5 points in addition to the score received in the examination. For example, if a veteran makes a grade of 75%, five additional points are added, making his score 80%. Disabled veterans receive ten points additional to their examination score.

Veterans who pass an examination (grade of 70%, to which the 5 or 10 points for military preference are added) are placed on an eligible list and their names are certified for appointment. The highest names on the list are certified. Three names are certified for each vacancy and the appointing officer may select any one of the three. The two not selected are returned to the Commission list of eligibles and are re-certified on the next certificate issued.

Veterans names are placed on the list above non-veterans in accordance with the grade received. For example, if 5 applicants, three of whom are veterans, all receive 80% the three veterans become Numbers 1, 2, and 3 on the list. A veteran receiving a grade of 79% would become No. 6.

WHAT POSITIONS ARE AVAILABLE AS FIRE LOOKOUTS, AND WHAT QUALIFICATIONS ARE NECESSARY?

Fire lookout stations are manned during periods of dry and hot weather when there is danger of forest fires. Periods of fire danger occur during relatively short seasons each year. For example, the danger period in the northern Rocky Mountains and Pacific Northwest rarely exceeds four months during the summer season. In the southern states forest fires may occur during any month of the year, but the towers are manned only intermittently during dry periods which may not exceed 2 or 3 days at any one time. Because of the seasonal or intermittent nature of this work, lookouts are ordinarily hired from among the local residents. No particular qualifications other than good eyesight and sound physical condition are required. However, preference is given to applicants who have an intimate knowledge of the country under observation.

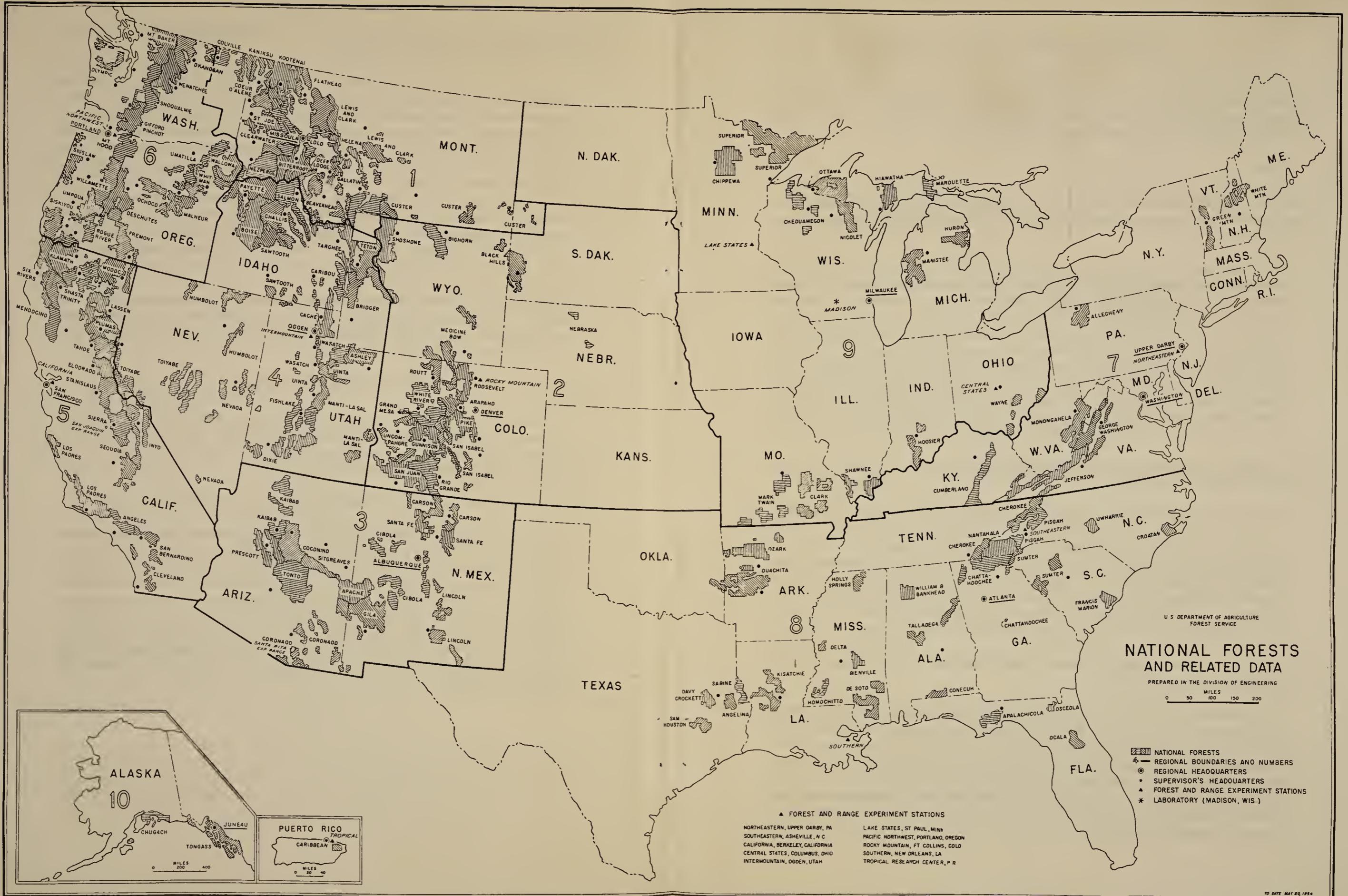
Lookouts assigned to isolated towers must know how to cook their own meals. They must also be able to care for themselves in the woods, for they are sometimes required to suppress small fires that may be some miles from their station.

DOES THE FOREST SERVICE EMPLOY PILOTS?

The Forest Service uses airplanes to a considerable extent in fire suppression, but the planes and pilots are generally under contract from private operators. The few planes owned by the Forest Service are piloted by local qualified pilots.

DOES THE FOREST SERVICE EMPLOY PARACHUTISTS?

The Forest Service has a corps of "smoke-jumpers" who parachute to fires in isolated areas which cannot be reached quickly by ground travel. They are experienced fire fighters, able to care for themselves in undeveloped forest country. They are usually local boys or forestry school students. They are hired as fire suppression aids and volunteer for parachute training. In other words, unless a paratrooper is also a qualified forest fire-fighter and woodsman he would not be eligible for a smoke-jumper position. Furthermore, these positions do not offer full-time employment. They are seasonal jobs and rarely exceed four months duration.



TECHNICAL FORESTERS

ARE FOREST RANGER POSITIONS USUALLY FILLED BY TECHNICAL FORESTERS WHO HAVE GRADUATED FROM A RECOGNIZED FORESTRY SCHOOL AND HAVE PASSED THE REQUIRED CIVIL SERVICE EXAMINATION FOR JUNIOR PROFESSIONAL ASSISTANT ?

Yes.

WHAT ARE THE EDUCATIONAL QUALIFICATIONS USUALLY NEEDED TO ENTER THE CIVIL SERVICE EXAMINATION FOR JUNIOR AGRICULTURAL ASSISTANT ?

The educational qualifications are listed in detail on each Civil Service examination announcement. They are based on the curricula of colleges and universities giving four or five-year courses leading to a degree in forestry. While applicants for the examination are not required to have a degree in forestry, they must show that they have subject credits, listed in the announcement, which are equivalent to those required for a Bachelor of Science degree in forestry. Experience has shown that forestry school students who rate in the lower third of their class in college have little chance of passing the examination and, if they do pass, practically no chance of placing high enough on the Civil Service register to come within reach for appointment.

HOW MANY COLLEGES AND UNIVERSITIES IN THE UNITED STATES GIVE COURSES IN FORESTRY ?

About thirty-five institutions offer a professional curriculum leading to a degree in forestry. Usually the school of forestry is a part of a college or university. Periodically, the Society of American Foresters surveys the forestry schools and accredits those meeting required standards of the profession. A list of these colleges and universities can be obtained from the Society of American Foresters, Mills Bldg., Washington 6, D. C., the Regional Foresters listed at the end of this pamphlet, or direct from the Washington Office of the U. S. Forest Service.

IS THERE A POSSIBILITY THAT THE FORESTRY PROFESSION MAY BECOME OVER-CROWDED ?

The number of positions available for professional foresters is limited. For example, the Forest Service, which is the government agency employing most foresters, usually hires about 100 annually. Other government agencies, such as the Soil Conservation Service of the Department of Agriculture, the National Park Service, the Indian Service, the Fish and Wildlife Service, and the Bureau of Land Management of the Department of the Interior, also hire foresters. However their combined demand is less than that of the Forest Service. State forestry

agencies, educational institutions, some municipalities, and the wood-using industries employ a considerable number of foresters. Nevertheless, the demand is limited and competition for career positions is at least equivalent to that in other professions.

WHAT IS THE USUAL ENTRANCE SALARY FOR PROFESSIONALLY TRAINED FORESTERS IN THE UNITED STATES FOREST SERVICE?

Professionally trained foresters now enter the Forest Service in Grade GS-5, at a salary of \$3410 per year. After 12 months of satisfactory service and each succeeding twelve months thereafter, automatic salary promotions of \$125 per annum are provided until the top salary for that grade is reached.

If they have sufficient practical experience, some professional foresters take and pass sub-professional examinations and are offered appointments to positions classified in the sub-professional series. Usual classification grades, with entrance salaries, are GS-3 at \$2950 per year, and GS-4 at \$3175 per year.

Any forester who has established his technical qualifications by passing the Junior Agricultural Assistant examination is eligible for promotion to the GS-5 grade after he has successfully completed his probationary period in a sub-professional position, even though not available under Civil Service rules for initial appointment in the GS-5 grade.

SEASONAL & TEMPORARY EMPLOYEES

WHAT TYPES OF SEASONAL EMPLOYMENT ARE OFFERED BY THE FOREST SERVICE?

Much of the field work on the National Forests must be conducted during the summer because most of the forests are at high altitudes and covered by deep winter snows. Accordingly, several thousand seasonal employees are hired for fire protection, forest-tree disease and insect control, brush disposal, road and trail and other improvements construction, maintenance work, and similar seasonal activities. Applicants without forest experience are usually employed as laborers.

WHAT EDUCATIONAL QUALIFICATIONS AND EXPERIENCE ARE REQUIRED FOR SEASONAL EMPLOYMENT?

Qualifications for seasonal employment are based on physical condition and practical experience. These jobs are not subject to Civil Service requirements. The work is arduous and employees must be in the best of physical condition to perform hard manual labor, walk long distances over rough terrain at high altitudes, and frequently work long hours fighting forest fires.

For laborer positions no practical experience is necessary. However for supervisory or facilitating positions, experience in fire protection techniques or in construction activities are required. Many machine operators, truck-drivers, etc., are employed who must have automobile operator permits or experience in operating bull-dozers, caterpillars, power-shovels, etc.

Young men under 18 years of age will not be employed, principally because the work is hazardous.

Applicants selected for seasonal jobs must pay their own way from home to the headquarters and return.

Summer workers frequently live in tent camps. Sometimes they must supply their food and do their own cooking. In larger camps, cooks are employed and meals furnished by the government, but a deduction is made from pay checks for the cost of the meals.

Camps are often located in isolated areas, where recreational facilities are not available. The work is hard physical labor and employees are expected to meet average standards of production. Those who fail to produce a reasonable amount of work are dismissed.

Some young men who live in cities visualize summer work on a national forest as a pleasant vacation. Many are disappointed after arriving on the job because summer work is work.

If you have any ideas about spending a romantic summer in a western forest, learn the facts about forest work from someone with experience before applying for a summer job.

WHAT IS THE USUAL LENGTH OF THIS SEASONAL EMPLOYMENT ?

About four months.

WHERE SHOULD APPLICATION BE MADE FOR SEASONAL OR TEMPORARY EMPLOYMENT ?

Applications for seasonal employment should be submitted to the Regional Forester or to the district ranger or forest supervisor. A list of the Regional Foresters is given at the end of this leaflet.

WHAT ARE THE USUAL STARTING WAGES OR SALARIES FOR SEASONAL OR TEMPORARY EMPLOYMENT ?

Wages for seasonal employees are based on prevailing local rates for the type of work involved. Wages for unskilled labor vary from 90 cents to \$1.50 per hour. Skilled jobs, such as machine operators, cooks in camps, etc., are paid higher wages.

Foremen and fire protection employees are paid at federal classified rates depending upon the allocation of the job. Such positions usually pay from \$150 to \$400 per month.

CLERICAL & ADMINISTRATIVE EMPLOYEES

HOW ARE CLERICAL AND ADMINISTRATIVE POSITIONS IN THE FOREST SERVICE FILLED?

By selection from a Civil Service roster. New appointments are ordinarily made at grades GS-2 (\$2750 per year), or GS-3 (\$2950 per year).

WHAT SPECIAL QUALIFICATIONS, EXPERIENCE, OR EDUCATION ARE NECESSARY TO ENTER CIVIL SERVICE EXAMINATIONS FOR CLERICAL POSITIONS?

Graduation from a high school or a business school, with sufficient training to pass a Civil Service examination for typist, stenographer, or clerk. College training in business or financial administration is a decided advantage for promotion to the higher grade administrative positions.

HOW ARE THE HIGHER GRADE CLERICAL POSITIONS AND ADMINISTRATIVE POSITIONS FILLED?

By promotion.

WHERE SHOULD APPLICATION BE MADE FOR CLERICAL EMPLOYMENT?

Application for clerical employment should always be made to the Civil Service Commission. The Forest Service requests certificates of eligibles from the Commission whenever vacancies are to be filled.

FOR ADDITIONAL INFORMATION REGARDING SEASONAL OR TEMPORARY EMPLOYMENT, OR FOR INFORMATION REGARDING A SPECIFIC AREA OR LOCALITY, INQUIRIES SHOULD BE ADDRESSED TO THE REGIONAL FORESTER, U. S. FOREST SERVICE, AT ADDRESSES GIVEN BELOW:

Regional Forester
U. S. Forest Service

For Montana and northern Idaho

Federal Building
Missoula, Montana

For Colorado, Wyoming,
Kansas, Nebraska and
South Dakota

Building 85, Federal Center
Denver, Colorado

For Utah, Nevada and
southern Idaho

Forest Service Building
Ogden, Utah

For Arizona and New Mexico

Post Office Box 1310
Albuquerque, New Mexico

For California

630 Sansome Street
San Francisco 11, California

For Oregon and Washington

Post Office Box 4137
Portland 8, Oregon

For Connecticut, Delaware,
Maine, Kentucky, Maryland,
Massachusetts, New Hampshire,
New Jersey, New York,
Pennsylvania, Rhode Island,
Vermont, Virginia and West
Virginia

Bankers' Securities Building
Philadelphia 7, Pennsylvania

For Alabama, Arkansas, Florida,
Georgia, Louisiana, Mississippi,
North Carolina, Oklahoma,
South Carolina, Tennessee and
Texas

50 Seventh Street, N. E.
Atlanta 5, Georgia

For Illinois, Indiana, Iowa,
Michigan, Minnesota, Missouri,
North Dakota, Ohio and Wisconsin.

Madison Building
Milwaukee 3, Wisconsin

For Alaska

Federal and Territorial Bldg.
Juneau, Alaska